

Kelly Ranch
Habitat Conservation Area
(S024)

Annual Work Plan
October 2006 - September 2007

Prepared for:
U.S. Fish and Wildlife Service
California Department of Fish and Game
City of Carlsbad

Prepared by:



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I. INTRODUCTION AND SUMMARY

This work plan has been developed from the guidelines for goals and objectives set forth in the Kelly Ranch Habitat Conservation Area Management Plan dated November 2002 (CNLM 2002). The Management Plan includes management requirements as agreed to by the United States Fish and Wildlife Service (USFWS) and California Department of Fish and Game (CDFG), and additional management activities that the Center for Natural Lands Management (CNLM) feels is appropriate to protect and maintain the natural resources in perpetuity. CNLM holds a conservation easement (since February 2002) on the Kelly Ranch Habitat Conservation Area (HCA) and performs or oversees the tasks identified in the management plan.

The purpose of this work plan is to identify the tasks and budget required to complete the management activities for the upcoming management year that will begin on October 1, 2006 and end on September 30, 2007. Unless otherwise stated, all tasks will be performed by CNLM's Area Manager, Markus Spiegelberg, CNLM's Preserve Manager, Jessica Vinje and CNLM's Assistant Preserve Manager, Patrick McConnell.

Summary of Tasks and Goals for the 2006-2007 Fiscal Year:

- Replace (and install) signs and fix fencing as necessary
- Conduct Coastal California gnatcatcher (*Polioptila californica californica*) surveys
- Note all animal species observed, and map locations of any sensitive species
- Remove nonnative plant species, especially tree tobacco (*Nicotiana glauca*)
- Follow progress of restoration activities with Planning Systems, Inc. (the restoration consulting firm)
- Patrol and conduct site enforcement on a regular basis
- Remove old itinerant encampment trash
- Report and describe data collected and management actions taken on the HCA to the wildlife agencies
- Provide an accounting of funds to be spent in the fiscal year

Appendix 1 (*2006-2007 Task Schedule*) identifies the approximate schedule of tasks for the upcoming fiscal year. Appendix 2 (*Annual Budget 2006-2007*) provides a financial summary for both staff time and costs for the year. The location of the HCA is shown in Appendix 3.

II. MANAGEMENT ACTIVITIES

The following sections identify and describe the activities to be performed during the 2006-2007 management year. Based upon the Property Analysis Record (PAR) developed by CNLM to outline long-term management tasks and costs, management activities for the HCA can be broken down into seven tasks: Capital Improvements, Biological Surveys, Habitat Restoration, Public Services, Reporting, Office Maintenance, and Operations. Each of these categories will be discussed below.

A. CAPITAL IMPROVEMENTS

The installation and maintenance of signs are the only capital improvements to be undertaken during this management year.

- 1. Signing** CNLM signs have been posted at all of the major access points and along most of the perimeter to the HCA and a few other notable locations. These signs will be replaced as necessary. Each sign explains that the HCA is a dedicated open space, and that OHV activity, mountain biking, dumping and shooting are prohibited. Additionally, several new signs will be posted in areas to discourage the public from accessing and dumping in the HCA.

B. BIOLOGICAL SURVEYS

Monitoring activities at the HCA will continue over the next fiscal year. During the last several years, monitoring included sensitive bird and plant surveys.

Monitoring during the next year includes focused surveys for coastal California gnatcatcher and sensitive plants. All data will be entered or stored in a Geographic Information System (GIS) database. A brief description of monitoring activities outlined by taxa is provided below:

1. California Gnatcatcher & Avifauna Monitoring

Objective: Determine the number of coastal California gnatcatchers using the HCA.

We will conduct two to three focused surveys for coastal California gnatcatchers during the spring months and note other bird species.

2. Vegetation Sampling

Species composition and stand integrity were mapped and described using the California Native Plant Society's Rapid Assessment Protocol in the spring of 2005. No vegetation sampling will occur during the 2006-2007 fiscal year.

3. Sensitive Plant Species

The distribution and abundance of sensitive plant species was recorded in 2003. These surveys are repeated every 3 to 5 years depending on the species. Sensitive plant species that require updated mapping and population estimates will be surveyed. Surveys will include assessments of the transplanted Orcutt's hazardia (*Hazardia orcuttii*) plants.

C. HABITAT RESTORATION AND MAINTENANCE

Most of the HCA's habitat is good quality, with little disturbance from nonnative species. The most disturbed area is located west of Cannon Road and other small patches of disturbed area exist scattered throughout the HCA. The Kelly Land Company (developer) was responsible for the enhancement of these disturbed areas and has completed an enhancement plan that began in 2005. CNLM will follow the progress of the enhancement and restoration activities. During the next fiscal year, CNLM will focus on removing the stands of tree tobacco in the center portions of the preserve.

D. PUBLIC SERVICES

Activities centering around public services include the patrolling of the HCA, consulting with neighbors about perimeter landscaping and responding to emergencies. However, other opportunities for public service will undoubtedly be forthcoming during the year with local groups and individuals interested in volunteering labor for HCA projects, and class field trips from local schools. Whenever possible management will try to accommodate these activities.

- 1. Patrols** Patrols will be performed approximately two to four times per month, and usually during biological surveys or other HCA activities. Routine fence and sign repair and replacement are the main tasks. Observations of sensitive species, new human impacts, and trash will be gathered during patrols as well. In addition, several truck loads of trash will be picked up during one of the routing patrols and will be transported to the dump during this fiscal year.
- 2. Emergency Response** Staff time has been allocated from the current budget for response to emergencies on the HCA. Such emergencies could include response to wildfires, wildlife problems reported by neighbors and illegal trespass.

E. REPORTING

Reporting requirements include the management of the HCA's database/GIS system, the photo-documentation stations, and the production of various status reports to the USFWS, CDFG and CNLM administration.

1. Database/GIS Management

Data derived from routine patrols and photo-documentation will be entered into and maintained in the HCA's existing database/GIS system. Additional databases will be established for the various biotic monitoring programs including the production of historical and current vegetation maps. Efforts will be made to coordinate and standardize database fields and parameters with other preserves. This task will be accomplished by a CNLM subcontractor, Cadre Environmental. This company will edit and standardize all of the Kelly Ranch GIS files/databases with all of the other CNLM

GIS files/databases.

2. Photo-documentation Stations

Permanent photo-documentation stations were established in 2005 and the photographs were taken in 2006.

3. Reports

a. Year-End/Agency Reports

By the end of December 2007, a year-end report will be prepared by the preserve manager detailing the results of the year's management activities. This report will include recommendations for the continuation of various activities for the following fiscal year and will be submitted to the USFWS and CDFG as required under permit reporting conditions.

- b. Annual Work Plan** The work plan for the 2007-2008 fiscal year will be formulated by the end of the 2006-2007 fiscal year and will be based upon experiences during previous years' operations. This work plan will be submitted to the USFWS and CDFG.

F. OFFICE MAINTENANCE

Preserve management will maintain offices in an organized manner to facilitate maximum efficiency. This section of the budget includes funds for general office work, utilities, and telephones, among other items/tasks.

G. OPERATIONS

Operations include the training and professional growth of CNLM personnel, and inspection of the HCA by CNLM administration. Funds have been allocated in the current budget for the Preserve Managers to attend classes or seminars during the 2006-2007 year. Also included within this category of activity is the conduction of employee reviews.

III. WORKLOAD AND BUDGETS

A. SUPERVISION & STAFFING

The Area Manager will be supervised by CNLM's Director of Operations, Michael Stroud. Tasks and hours will be coordinated by the Area Manager and approved by Mr. Stroud. The Area Manager, Markus Spiegelberg will supervise the Preserve Manager, Jessica Vinje and the Assistant Preserve Manager, Patrick McConnell. Additionally, hours have been allocated for a Science Director, Deboarah Rogers, who will assist with document reviewing and scientific research conducted on CNLM preserves.

B. BUDGETING

A budget of \$14,227 has been allocated for this fiscal year and is included here as Appendix 2. Every effort will be made by Preserve Management to allocate time and expenses according to this estimated budget.

IV. REFERENCES

CNLM 2002. Kelly Ranch Habitat Conservation Area Habitat Management Plan. November, 2002.

V. APPENDICES

Appendix 1

2006-2007 Task Schedule

Task	October- December 2006	January-March 2007	April to June 2007	July to September 2007
Nonnative Plant Removal	X	X	X	X
Coastal California Gnatcatcher Surveys		X	X	
Sensitive Plant Surveys		X	X	X
GIS/Database			X	
Fencing/Signage	X	X	X	X
Patrolling	X	X	X	X
Reports				X
Public Outreach	X	X	X	

Appendix 2
Annual Budget 2006-2007

Section 9 - Ongoing Tasks and Costs

Property Title: Kelly Ranch openspace

Dataset: CA005

PAR ID: S024JV

12/15/2006

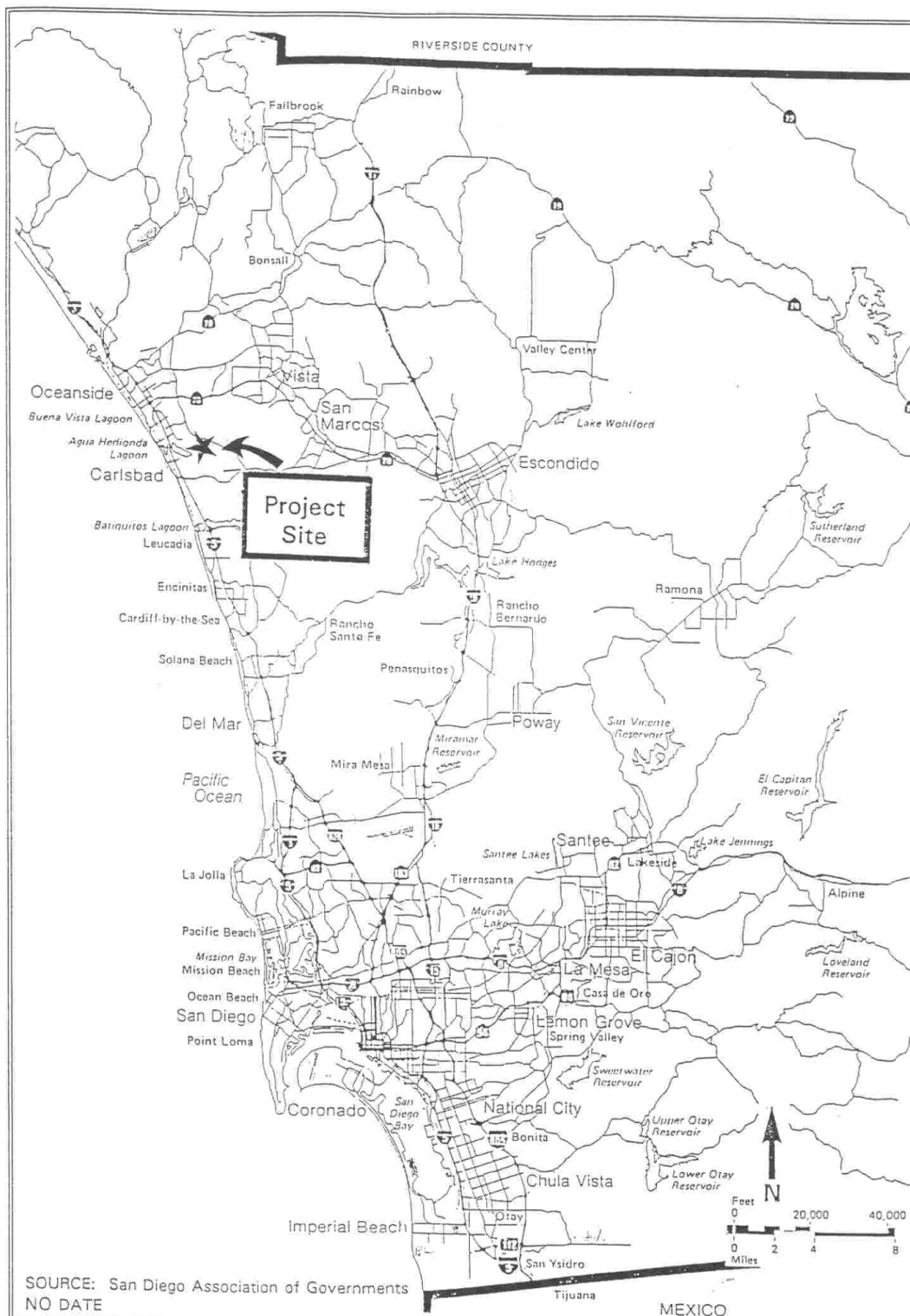
Budget: Annual Budget 2006-7

Task list	Specificaton	Unit	Number of Units	Cost / Unit	Annual Cost	Divide Years	Total Cost
BIOTIC SURVEYS							
Project Management	Supervise/coordinate AM	L. Hours	2.00	37.88	75.76	1	75.76
Project Management	Supervise/coordinate PM	L. Hours	2.00	30.62	61.24	1	61.24
Plant Ecologist	Rare Plant Surveys PM	L. Hours	10.00	30.62	306.20	1	306.20
Ornithologist	CAGN Surveys PM	L. Hours	15.00	30.62	459.30	1	459.30
Science Director	Planning and Review	L. Hours	8.00	45.00	360.00	1	360.00
Ornithologist	CAGN Surveys APM	L. Hours	5.00	23.59	117.95	1	117.95
Sub-Total							1,380.45
HABITAT RESTORATION							
Exotic Plant Control	Hand Removal, Labor PM	L. Hours	16.00	30.62	489.92	1	489.92
Exotic Plant Control	Hand Removal, Labor APM	L. Hours	36.00	23.59	849.24	1	849.24
Exotic Plant Control	Herbicide 41% con.	Gal.	0.50	130.00	65.00	1	65.00
Sub-Total							1,404.16
PUBLIC SERVICES							
Patrolling	Patrol	L. Hours	35.00	30.62	1,071.70	1	1,071.70
Patrolling	Patrol	L. Hours	50.00	23.59	1,179.50	1	1,179.50
Sub-Total							2,251.20
GENERAL MAINTENANCE							
Hauling, Truck	Truckload	Item	2.00	30.00	60.00	1	60.00
Sub-Total							60.00
REPORTING							
Database Management	GIS (CNLM PM)	L. Hours	4.00	30.62	122.48	1	122.48
Database Management	Cadre Environmental, GIS	Item	1.00	156.00	156.00	1	156.00
Annual Work Plan	Plan and PAR Budget PM	L. Hours	8.00	30.62	244.96	1	244.96
Annual Work Plan	Plan and PAR Budget APM	L. Hours	2.00	23.59	47.18	1	47.18
Agency Report	Annual Report PM	L. Hours	16.00	30.62	489.92	1	489.92
Sub-Total							1,060.54
OFFICE MAINTENANCE							
Administrative	Operations AM	L. Hours	24.00	37.88	909.12	1	909.12
Administrative	Operations PM	L. Hours	16.00	30.62	489.92	1	489.92
Administrative	Operations APM	L. Hours	8.00	23.59	188.72	1	188.72
Telephone Charges, Annual	Cell and office phone	Year	0.04	3,960.00	158.40	1	158.40
Office Supplies, Year	Office Supplies	Person	0.04	2,000.00	80.00	1	80.00
Other	office reimbursement	Year	0.04	5,270.00	210.80	1	210.80
Sub-Total							2,036.96

Task list	Specificaton	Unit	Number of Units	Cost / Unit	Annual Cost	Divide Years	Total Cost
FIELD EQUIPMENT							
Vehicle	Miles, maint. insurance, gas	Year	750.00	1.18	885.00	1	885.00
Sub-Total							885.00
OPERATIONS							
Audit	CPA Audit	Item	1.00	25.21	25.21	1	25.21
Insurance	General	Item	1.00	323.05	323.05	1	323.05
Other	Staff retreat AM	L. Hours	2.00	37.88	75.76	1	75.76
Other	Staff retreat PM	L. Hours	2.00	30.62	61.24	1	61.24
Other	Staff retreat APM	L. Hours	2.00	23.59	47.18	1	47.18
Other	Vacation, holiday, sick AM	L. Hours	11.00	37.88	416.68	1	416.68
Other	Vacation, holiday, sick PM	L. Hours	6.00	30.62	183.72	1	183.72
Other	Vacation, holiday, sick APM	L. Hours	6.00	23.59	141.54	1	141.54
Other	Retreat expense	Item	0.04	1,373.00	54.92	1	54.92
Other	Conf expense	Item	0.04	500.00	20.00	1	20.00
Other	BioOne Subscription	Item	1.00	2.84	2.84	1	2.84
Sub-Total							1,352.14
CONTINGENCY & ADMINISTRATION							
Contingency							1,043.05
Administration							2,753.64
Sub-Total							3,796.69
Total							14,227.14

Appendix 3

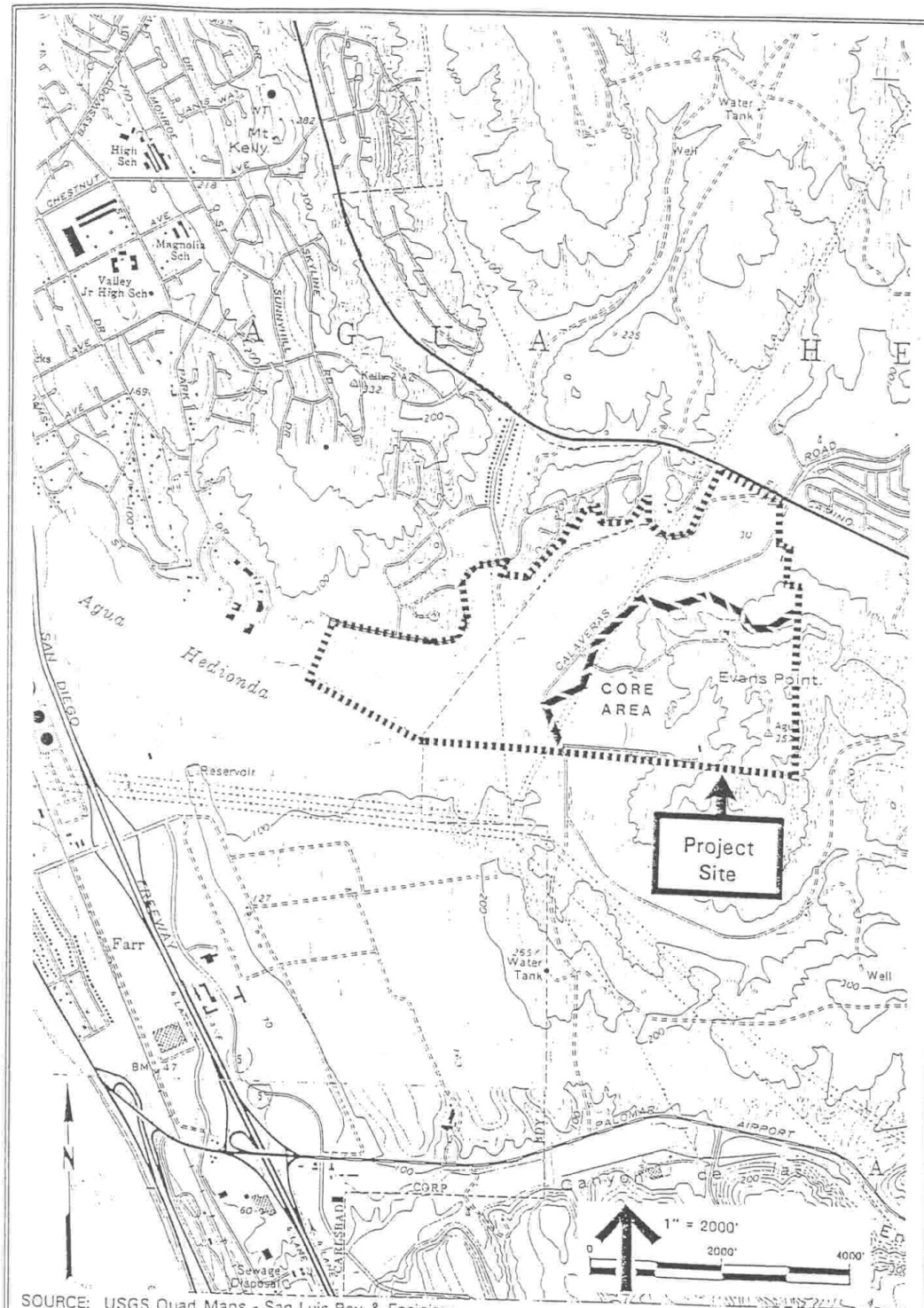
HCA Location Maps



A.D.Hinshaw Associates

Regional Map

Figure 1.



SOURCE: USGS Quad Maps - San Luis Rey & Encinitas
 DATE: 1975

A.D.Hinshaw Associates

Vicinity Map

Figure 2

